

SECRET

DD/P 1-4255
27 AUG
1971

MEMORANDUM FOR: CS Division and Staff Chiefs

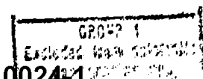
SUBJECT : Career Opportunities for Women
in the CS

REFERENCE : DDP memorandum to Staff and Division
Chiefs, dated 8 June 1971, same subject.

1. In the referent memorandum, the Agency policy regarding equal opportunity for women was re-stated in terms of consideration for promotions, training, and assignments in the CS. The same memorandum established a Special Panel on Clandestine Service Careers for Women as a permanent body to study problems related to career advancement of women, to make recommendations as needed, and to monitor progress in this regard. This Special Panel is now studying the question of how to improve job prospects for our more capable secretaries, particularly those whose careers are blocked because of promotion limitations imposed by their slots. The Panel is also trying to devise ways to accelerate the career development of women who are long-time Agency employees with impressive work records in the CS, but who are short on formal training. Later, the Panel will examine the matter of female professional input into the CS through the PT, CT, and lateral entry programs.

2. I now want to put some flesh on the bones of the Agency policy as it applies to the CS. To this end, I request that each component chief instruct the officer whom he has designated as his specialist in women's affairs to commence immediately a review of the assignments of women in order to identify those whose professional skills and innate abilities would appear to qualify them for advancement to positions of greater responsibility, but whose progression is blocked by slotting considerations.

SECRET



SECRET

- 2 -

3. I do not wish, by instituting this review, to create the impression that we are in a position to transform overnight the career prospects for women in the Clandestine Service, however much we may wish to do so. I do want all supervisors within the CS, however, to focus their attention on this question, and to employ their imagination and executive skill in such a way as to open up new avenues for the advancement of those highly qualified women who have too long been in "dead-end" situations for reasons having little or nothing to do with their ability to contribute to the mission of the CS.

4. I recognize that this is not the most auspicious moment to launch such an effort, with a Government-wide program to roll back the average grade of federal employees having just been announced. If we wait for a more appropriate moment, however, we may wait a very long time, and this is not acceptable.

25X1 5. [] the OPSER officer who is specifically charged with dealing with women's career problems, will be contacting each component's appointee on this score starting in early September, in order to go over the initial findings to arrive jointly at specific recommendations for action.

[]

Thomas H. Karamessines
Deputy Director for Plans

25X1

SECRET